



APPLICATION MUST BE RECEIVED BY APRIL 1, 2001 TO AVOID ADDITIONAL FEES

United States Department of the Interior

IN REPLY REFER TO:
AKSO-EC

NATIONAL PARK SERVICE

2525 Gambell Street, Room 107
Anchorage, Alaska 99503-2892
PH: (907) 257-2595 FAX: (907) 264-5679

2001 INCIDENTAL BUSINESS PERMIT RENEWAL APPLICATION PACKET

Application, Activity Summary Report, Gross Receipt Report forms and other information also available on:

Internet: WWW.NPS.GOV/AKSO

Email: brenda_coleman@nps.gov

NOTE: The National Park Service is awaiting regulations soon to be issued as a result of the passing of Public Law 105-391, an Act to provide for improved management and increased accountability for certain National Park Service Programs, and for Other Purposes (Approved Nov.13, 1998). Section 418 of that Act effects some changes for commercial use authorizations (IBPs). In the interim of the issuance of these regulations, the park service will continue issuing one-year permits rather than two years as in the past.

36 CFR 5.3 - Business Operations: Engaging in or soliciting any business in park areas, except with the provisions of a permit, contract or other written agreement with the United States, except as such may be specifically authorized under special regulations applicable to a park area, is prohibited.

Enclosed is your year 2001 application for renewing your Incidental Business Permit (IBP) to provide commercial visitor services in Alaska national park units. The application is required in all cases regardless of the granting of any fee waivers.

PARK SPECIFIC PROVISIONS

It is recommended that you contact the park specialist listed below PRIOR to submitting your application to obtain answers to park specific questions regarding your proposed operation. All general questions regarding the application process should be directed to 907-257-2595.

<u>PARK UNIT</u>	<u>CONTACT</u>	<u>PHONE</u>
ALAG (ALAGNAK).....	BECKY BROCK	(907) 271-6230
ANIA, KATM, LACL.....	BECKY BROCK	(907) 271-6230
DENA.....	MARY WYSONG	(907) 683-2294
GAAR.....	ROGER SEMLER	(907) 692-5494
GLBA.....	DAVE NEMETH –or- MARILYN TRUMP	(907) 697-2624 / 697-2670
KEFJ.....	PETER FITZMAURICE –or- JIM IRELAND	(907) 224-2118 / 224-2135
KLGO.....	REED MCCLUSKEY	(907) 983-9218 / 983-3163
SITK.....	BERNIE DOYLE	(907) 747-6281
WESTERN ARCTIC (BELA, CAKR, KOVA, NOAT) ..	PATTY CHRISTIAN	(907) 442-3890
WRST.....	LONA WARD	(907) 822-7210
YUCH.....	KEVIN FOX	(907) 547-2233

A **Commercial Visitor Service** is defined as a business that provides any necessary and appropriate activity or service to the general public, which takes place at least in part in any park unit and results in compensation, monetary gain, benefit or profit to an individual entity, whether or not the individual or entity is recognized as non-profit or not-for-profit under applicable laws.

A National Park Service IBP applies only to those federal parks, preserves, monuments and historic sites administered by the National Park Service. The Permit is for businesses (incidental) when there are no fixed commercial facilities within a national park area, the commercial activity originates and terminates outside the park, no money changes hands on park lands and no commercial solicitation occurs on park lands.

WHAT IS THE PROCESS TO RENEW AND FEES INVOLVED?

(Recommended Renewal Period: 1/1/00 THRU 4/1/00)

The authority for the NPS to impose user charges to recover and retain costs associated with managing special park uses is found in 31 U.S.C 9701 and 16 U.S.C. 3a.

Renewing your permit is a relatively short process that involves a review of the permittee's past work history in the park, timeliness in which relevant fees were paid, submission of activity and gross receipt reports, and whether proper insurance coverage was maintained. When returning your application, the insurance certificate and Administrative Fee (you do not pay the Application Fee) should be submitted along with your application.

In order to efficiently manage the application process, all Renewal Applications AND Administrative Fees must be received by April 1, 2001. If the renewal application is not received by that date the file will be placed in inactive status; and if/when later renewed, the applicant will be required to pay the Administrative Fee (see chart on page 4) plus the Application Fee (\$100).

WHAT IF I'M NOT SURE WHICH PARKS I WILL USE OR WANT TO MAKE CHANGES LATER?

The permit may authorize a commercial visitor service for a maximum of two years. We realize your business schedule may not be complete at this time and your plans may change during the season, so submit the application for those areas you are currently sure you would like to enter. Amendment to an approved permit can be requested if your plans change. If at any time after you have submitted the application you would like to request authorization to conduct additional activities or to operate within additional park units, write us a letter giving us the name of the park, the general areas within the park, and the commercial activity you would like to conduct. Your request will be reviewed and upon approval, an amendment to your existing permit will be mailed to you. If you are approved for activities in additional park unit(s), you will be charged \$50 for each additional park unit.

LIABILITY INSURANCE:

The National Park Service (NPS) requires all permittees to carry liability insurance. *Refer to the enclosed insurance information sheet (page 6) for the specific minimum required coverage applicable to your proposed activities.* **The insurance policy must contain a waiver of subrogation clause specifying that the insurance company shall have no right of subrogation against the United States. If this is not possible, the U.S. Government, National Park Service must be named on the policy as an additional insured.** Premiums are generally lower with the waiver approach. The certificate of insurance provides the NPS with proof this requirement is met. If you employ anyone, Worker's Compensation Insurance is also a requirement by state law.

PERMIT FEES:

The authority for the NPS to impose user charges to recover and retain costs associated with managing special park uses is found in 31 U.S.C 9701 and 16 U.S.C. 3a. ***THE APPLICATION AND ADMINISTRATION FEES SHOULD BE SUBMITTED ALONG WITH YOUR APPLICATION FOR THE PERMIT.*** Make the remittance payable to: Department of the Interior, National Park Service. *The application and administration fees are non-refundable.* Some parks charge a monitoring fee. *The Monitoring Fee is determined by tracking how much it actually costs the park to monitor and/or perform needed functions to properly manage the incidental business park use. If applicable, the individual park(s) will send you a bill for collection at the end of the season for the monitoring fee.* Fees not paid within 30 days of the due date on the bill will be subject to a \$50.00 late charge for each 30-day period the bill remains unpaid, or portion thereof, plus an administrative charge of \$5.00 for each transaction related to the unpaid balance. ***Please see the attached Fee Schedule for more detailed information.***

REPORTING REQUIREMENTS:

(NOTE: OTHER INFORMATION MAY BE REQUIRED BY INDIVIDUAL PARK UNITS.)

These and other forms are available on the Internet at www.nps.gov/akso.

Unless otherwise specified, mail all forms to: National Park Service, Concessions, 2525 Gambell Street, Room 107, Anchorage, AK 99507

- **ACTIVITY SUMMARY REPORT FORM:** The Activity Summary Report is used primarily to assess impact on park resources, for planning purposes and also to calculate monitoring fees for certain parks. Each permittee is provided with an Activity Report Form at the time the permit is issued. The form is due back by **November 15th**. A reminder letter will be sent prior to the due date. Not returning this form by the due date may be grounds for revocation or non-renewal of your permit.
- **ACTIVITY SUMMARY REPORT FORM** specify to **Katmai National Park & Preserve, Aniakchak National Monument & Preserve, Alagnak River and Lake Clark National Park & Preserve:** Permittees must complete the park-specific Activity Report Form included with their permit and return it to Katmai/Lake Clark National park & Preserve Office, ATTN: Concessions Division, 4230 University Drive, Suite 311, Anchorage, AK 99508 by **November 15th**. Not returning this form by the due date may be grounds for revocation or non-renewal of your permit.
- **COMMERCIAL TRANSPORTERS SUMMARY REPORT:** This report is to be used by those providing any type of transport service (NOT BIG GAME) in the Bering Land Bridge, Cape Krusenstern, Denali National Park & Preserve, Gates of the Arctic, Glacier Bay National Park & Preserve, Kenai Fjords National Park, Klondike Gold Rush National Historical Park, Kobuk Valley, Noatak National Preserve, Sitka National Historical Park, Wrangell-St. Elias National Park & Preserve and Yukon-Charley Rivers. Use this form for transport service only such as air taxi, boat transport service, etc) -- NOT GUIDING. This report is due back by **November 15th**. Not returning this form by the due date may be grounds for revocation or non-renewal of your permit.

NOTE: If you provided BIG GAME TRANSPORT service in Kobuk Valley, Noatak, Cape Krusenstern, Bering Land Bridge, Yukon-Charley Rivers or Gates of the Arctic you are required to submit a copy of your **BIG GAME COMMERCIAL SERVICES BOARD TRANSPORTER ACTIVITY REPORT** directly to the park by **February 1st**. (This is the same report that the State requires of big game transporters.)
- **GROSS RECEIPT REPORT FORM:** Permittees are **required** to report that portion of their gross receipts which were earned as a result of operating in the National Park area. Each permittee is provided with a Gross Receipt Report Form at the time the permit is issued. The form is due back by **November 15th**. You will be sent a reminder letter prior to the due date. Not returning this form by the due date may be grounds for revocation or non-renewal of your permit.
- **MORaine CREEK LOG BOOKS:** IBP holders using the **Moraine Creek** area in Katmai National Preserve must record their daily- use sportfishing activities in a Logbook. IBP holders must complete the Logbook included with their permit and return it to Katmai/Lake Clark National Park & Preserve, ATTN: Concessions Division, 4230 University Drive, Suite 311, Anchorage, AK 99508 by **November 15th**.
- **GLACIER BAY SPORTFISHING SURVEY:** IBP holders providing guided **fresh or saltwater sportfishing** services in Glacier Bay National Park must complete the appropriate form included with the permit and return it to the park (Glacier Bay National Park & Preserve, Concessions, Box 140, Gustavus, AK 99826) by **November 15**. In addition to the Internet address shown above, a copy of the form is also available on the Internet at: <http://www.nps.gov/glba/admin/commercial/> (Click on "forms" or "IBP sample permit").

NOTE: An IBP with the NPS does not exempt the permittee from compliance with other state and federal regulations, nor does the NPS grant the permittee a preferential or exclusive right to conduct business in any NPS administered areas.

2001 IBP FEE SCHEDULE

NATIONAL PARK SERVICE - ALASKA

(1) APPLICATION & ADMINISTRATIVE FEES (submit along with application)

APPLICATION COST: *Those renewing their permit (applications received by April 1, 2001 only) do not pay the application fee. This one time, non-refundable \$100.00 payment covers the costs associated with reviewing and approving applications. This \$100 includes a pro-rated share of developing and constantly updating the application form.

ADMINISTRATIVE COST: This annual \$100.00 non-refundable fee covers the costs associated with the administrative process of preparing and issuing the permit, including National Environmental Policy Act and Cultural compliance approval if applicable. This \$100 fee includes the cost of operating in ONE park; each park thereafter requires an additional \$50.00 per park. There is no limit to the number of parks in which you can propose to operate. ***The administrative fee MUST be submitted along with your application form.*** Since this is an annual fee, once the 1-year permit is issued, you will be billed again prior (usually November) to the beginning of the second year and payable within 30 days.

(FEE FOR RENEWALS RECEIVED BY APRIL 1, 2001)		(FEE FOR APPLICATIONS RECEIVED AFTER *APRIL 1, 2001)	
NUMBER OF PARKS	TOTAL FEE	NUMBER OF PARKS	TOTAL FEE
ONE	\$100.00	ONE	\$200.00
TWO	\$150.00	TWO	\$250.00
THREE	\$200.00	THREE	\$300.00
FOUR	\$250.00. etc.	FOUR	\$350.00. etc.

(2) MONITORING FEES

MONITORING COST: This fee covers the park's costs associated with monitoring and/or performing needed functions to properly manage the incidental business park activity. ***Katmai National Park & Preserve, Alagnak Wild River, Aniakchak National Monument & Preserve, Lake Clark National Park & Preserve, Wrangell-St. Elias National Park and Preserve, and Glacier Bay National Park & Preserve*** charge a monitoring fee. The monitoring fee is not required if permittee does not operate.

- **Katmai, Aniakchak, Alagnak Wild River, and Lake Clark** park units' monitoring fees are based upon user days. At the end of the season, the park will calculate the amount owed and send out a Bill for Collection (payable within 30 days).
- **Wrangell-St. Elias** charge a \$100.00 monitoring fee for ***all*** operators which will be billed for at the beginning of the season.
- **Glacier Bay** charge a \$100.00 flat monitoring fee for ***all*** operators which will be billed for at the beginning of the season.

PARK UNIT(S)	MONITORING FEE
GLACIER BAY (All Operators).....	\$100.00 Per Season (annual flat fee)
WRANGELL-ST. ELIAS (All Operators).....	\$100.00 Per Season (annual flat fee)
*KATMAI, ANIAKCHAK, ALAGNAK, & LAKE CLARK...(NO CAP ON FEES).....	\$ 4.00 Per User-Day Per Client

* "**USER DAY**" is any portion of a day where a commercial operator accompanies their client(s) while in these park units

(3) RECREATIONAL USE FEES - (Authority: P.L. 105-18) The use fee will be used to reduce identified non-recurring maintenance, infrastructure repair, and resource management.

BROOKS CAMP: \$10.00 PER PERSON / PER DAY USER FEE FOR ALL PERSONS (***PLUS***)

\$ 5.00 PER PERSON / PER NIGHT FEE FOR OVERNIGHT CAMPING

(Call Biospherics at 1-800-365-2267 for Brooks Camp User Fee/Campground reservations)

KENAI FJORDS NATIONAL PARK: Payment will be made at the designated Fee Collection Station in the park.

TYPE OF SERVICE	USE FEE
SHUTTLE TAXI: Driver does not stay with group. Vehicle may drop passengers and leave or wait for their return.	\$2.00 PER PERSON
GUIDED HIKING/CYCLING TOURS/RV'S, CARAVANS: Entry is by individual vehicle or on foot—no group vehicles.	

BUS/VAN/CAR TOUR: Guide or Driver does not accompany passengers.	NUMBER OF PASSENGERS	USE FEE
	1 - 6.....	\$ 25.00
	7 - 25.....	\$ 40.00
	26 - 50.....	\$100.00

NOTE: Fees not paid within 30 days of the due date on the bill will be subject to a \$50.00 late charge for each 30-day period, or portion thereof, plus an administrative charge of \$5.00 for each transaction related to the unpaid balance.

INSURANCE REQUIREMENTS

INCIDENTAL BUSINESS PERMITS

DEPARTMENT OF INTERIOR, ALASKA, NATIONAL PARK SERVICE

PLEASE share this information with your insurance agent.

The types of activities authorized and party sizes determine the types and minimum amounts of liability coverage required by the National Park Service. Refer to the charts on pages 6 & 7 for the specific coverage requirements that fit your operation. Several types of policies may be available to you. Minimum National Park Service requirements are listed.

Comprehensive General Liability (Commercial General Liability) coverage, required for most activities authorized by incidental business permits, is usually sold as a Guides & Outfitters (G&O) type of policy. The minimum required liability coverage for bodily injury is \$300,000 per occurrence; higher limits may be required for some activities.

- **Aircraft Liability** coverage is required for operators who fly clients into National Park Service areas. Minimum coverage for Part 135 Air Taxis and “incidental air” activities must conform to state and federal aviation requirements for air taxis. **The current NPS minimum requirement is \$150,000 per seat.**
- **Automobile Liability** is required for all owned, non-owned and hired vehicles used in the operation within National Park Service areas, including tour buses.
- **Watercraft Liability** coverage is required for boating activities on waters within NPS areas. Depending on the size, ownership and use of the watercraft, this is covered by either a Protection and Indemnity (P&I) Liability Policy or by a Comprehensive General Liability policy (**SEE ATTACHED CHART**).
- **Worker’s Compensation** coverage as required by state law you employ one or more individuals.

INSURING THE GOVERNMENT’S INTEREST:

- Certificates of Insurance submitted as Evidence of Insurance will not be acceptable.
- All Certificate of Insurance must be annotated to verify that the US Government is named as **additional insured**. If this is not possible, the applicant must obtain a Waiver of Subrogation specifying that the insurance company shall have no right of subrogation against the United States.

Mail all certificates of insurance to:

National Park Service
Concessions Office
2525 Gambell Street, Room 107
Anchorage, AK 99503

PH: 907-257-2595 Fax: 907-264-5679 (*Faxed copies are also acceptable*)

Insurance Certificates for **ANY** of the Alaska National (Federal) Parks can be sent to the Regional Office (Gambell Street address shown above). This saves insurance companies from having to issue several certificates. This office will send copies to all the parks in which the permittee propose to operate.

MAIL ALL INSURANCE CERTIFICATES FOR THESE PARK UNITS TO THE ADDRESS ABOVE.

Alagnak Wild & Scenic River
Aniakchak National Monument & Preserve
Bering Land Bridge National Preserve
Cape Krusenstern National Monument
Denali National Park & Preserve
Gates of the Arctic National Park & Preserve
Glacier Bay National Park & Preserve

Katmai National Park & Preserve
Kenai Fjords National Park
Klondike Gold Rush National Historical park
Kobuk Valley National Park
Lake Clark National Park & Preserve
Noatak National Preserve
Sitka National Historical Park

REQUIRED INSURANCE TYPES & AMOUNTS OF COVERAGE

Backpacking, Guided Hiking, Photography, HorseRides, HorsePacking, Group Camping, Dog Sled Tours, Winter Backcountry Guide, Sportfishing without boat.

INSURANCE TYPE: *Comprehensive General Liability (Guides & Outfitters)*

<u>PARTY SIZE</u>	<u>AMOUNT OF MINIMUM COVERAGE REQUIRED</u>
ANY PARTY SIZE:	\$300,000/Occurrence

Mountaineering Guides

INSURANCE TYPE: *Comprehensive General Liability (Guides & Outfitters)*

<u>PARTY SIZE</u>	<u>AMOUNT OF MINIMUM COVERAGE REQUIRED</u>
UP TO PARTY OF 5:	\$300,000/Occurrence
PARTY OF 6 TO 12:	\$500,000/Occurrence
PARTY OF 13 OR MORE:	\$1,000,000/Occurrence

Car, Van, Bus or Jeep Transportation or Tours, Horse Wagon Rides, River Trips, Lake Touring, Ocean Touring, Tour Boats, Charter Boats, Cruise Ships, Sportfishing with boat

INSURANCE TYPE: *Motor vehicles - *Auto Liability Insurance*; *Vessels - *Protection & Indemnity (P&I)* or *Comprehensive General Liability* (depending on size of vessel); *other activities - *Comprehensive General Liability*.

<u>PARTY SIZE</u>	<u>AMOUNT OF MINIMUM COVERAGE REQUIRED</u>
UP TO 5 passengers:	\$300,000/Occurrence
6 TO 12 passengers:	\$500,000/Occurrence
13 TO 20 passengers: (motor vehicles)	\$750,000/Occurrence
13 TO 20 passengers: (other transportation)	\$1,000,000/Occurrence
21 to 50 passengers	\$1,500,000/occurrence
51 passengers or more:	Contact National Park Service for information

Air Taxi, Flightseeing. * Use of aircraft to transport clients in conjunction with another authorized activity ("incidental air") also requires aircraft liability insurance.

INSURANCE TYPE: *Aircraft Liability*

*Example: You offer backpacking and mountaineering (6 clients in party), and fly your clients into NPS areas instead of using an air taxi. Required minimum coverage is Comprehensive General Liability of \$500,000/occurrence and Aircraft Liability insurance of \$150,000/per passenger seat.

<u>PARTY SIZE</u>	<u>AMOUNT OF MINIMUM COVERAGE REQUIRED</u>
Any party size:	\$150,000/passenger seat

INSURING WATERCRAFT

Watercraft are insured under either a Protection and Indemnity (P&I) Liability Policy or a Comprehensive General Liability Policy. The determination of which policy is applicable depends on the size, ownership and use of the watercraft. This chart will help in the determination of which policy you should obtain:

Length of Watercraft	Use	Required Coverage
26' and Over	Any	P&I Policy
Less than 26' (Owned)	Any	Must be listed on Comprehensive General Liability Policy or have a P&I Policy. (Your Watercraft must be listed on the Certificate of Insurance if using Comprehensive General Liability.)
Less than 26' (Not Owned)	Carrying persons for a fee	Must be scheduled on Comprehensive General Liability Policy or have a P&I Policy. (Your Watercraft must be listed on the Certificate of Insurance if using Comprehensive General Liability.)
Less than 26' (Not Owned)	Not carrying persons for a fee	Included in standard General Liability Policy. Need not be listed separately.
Rented Items such as (tubes, rafts, General snorkeling, equipment, etc.)	In Water	Included in Comprehensive Liability Policy. Need not be listed separately.

U.S. DEPARTMENT OF THE INTERIOR

NATIONAL PARK SERVICE, ALASKA REGION



INCIDENTAL BUSINESS PERMIT RENEWAL APPLICATION -2001

OFFICE USE: IBP # _____

(REMINDER: MUST BE RETURNED BY April 1, 2001)

1) Please type or print in ink. Answer all questions completely or mark "N/A" if not applicable.)

APPLICANT'S (OWNER'S) NAME _____

AUTHORIZED REPRESENTATIVE(S) _____

BUSINESS NAME(S) _____

(as you would like shown on your permit)

*TAX PAYER ID # _____

-or-

SOCIAL SECURITY NUMBER _____

PRIMARY ADDRESS

(Summer Address)

ADDRESS _____

CITY _____

STATE _____

ZIP _____

ALTERNATE ADDRESS

(Winter Address)

ADDRESS _____

CITY _____

STATE _____

ZIP _____

EMAIL ADDRESS (if applicable) _____

INTERNET ADDRESS (If applicable) _____

PRIMARY (SUMMER) PHONE NUMBER _____

ALTERNATE (WINTER) PHONE NUMBER _____

FAX NUMBER _____

AS AN APPLICANT, ARE YOU: (Mark one box with "X")

☐ INDIVIDUAL

☐ CORPORATION

☐ PARTNERSHIP/ASSOCIATION

☐ GOVERNMENT/STATE AGENCY

☐ OTHER _____

If you are an INDIVIDUAL or PARTNERSHIP, are you also a citizen(s) of the United States? YES _____ NO _____

*Requirement of 1996 Debt Collection Act—This number will NOT be made public.

2) INCIDENTAL BUSINESS PERMIT PARK & ACTIVITY CODES

Use the code listing below to select the park(s) and commercial activity(ies) to complete this section.

Be as specific as you can. (Example: GAAR-AT means Gates of the Arctic National Park & Preserve - Air Taxi Operation).

PARK CODES

*ALAG = Alagnak Wild River

ANIA = Aniakchak National Monument & Preserve

BELA = Bering Land Bridge National Preserve

CAKR = Cape Krusenstern National Monument

DENA = Denali National Park & Preserve

GAAR = Gates of the Arctic National Park & Preserve

GLBA = Glacier Bay National Park & Preserve

KATM = Katmai National Park & Preserve

KEFJ = Kenai Fjords National Park

KLGO = Klondike Gold Rush National Historical Park

KOVA = Kobuk Valley National Park

LACL = Lake Clark National Park & Preserve

NOAT = Noatak National Preserve

SITK = Sitka National Historical Park

WRST = Wrangell-St. Elias National Park & Preserve

YUCH = Yukon-Charley Rivers National Preserve

**Please note that the Alagnak Wild River is a separate park unit.*

ACTIVITY CODES

AIRCRAFT

AT = AIR TAXI - FAA certified, point to point transportation

FS = FLIGHTSEEING - only if you will be landing WITHIN a park

HORSE TRIPS

HP = Horsepacking - specify what and specifically where

HR = Horserides - Specify what and specifically where

WR = Wagonrides

WALKING ACTIVITIES

BP = Backpacking (overnight)

GH = Guided Day Hiking

MT = Mountaineering

WT = Walking Tours

WATER ACTIVITIES

CB = Charter Boats - specify types of trips: fishing, sightseeing

KT = Kayak Touring - list if in marine or inland waters, or both

LK = Lake Touring - specify type of boat and if motorized or not

RT = River Trips - specify type of boat and if motorized or not

SF = Sportfishing - use this only if this is a PRIMARY activity

TB = Scheduled Tour Boats

WINTER ACTIVITIES

DS = Dog Sled Tours

WB = Skiing, Sledding, Snowshoeing, etc.

OTHER

BT = Bus Tours (*Specify Whether Tours or Shuttle/Taxi*)

GC = Group Camping - use this only for Savage Campground in Denali

HT = Big Game Transporters - Specify what means of transporting (i.e, horse, boat, etc.)

PH = Photography - use this only if this is the PRIMARY activity

ACTIVITIES NOT LISTED

Some of the activities listed above may not be available under an IBP for certain parks. **To be sure the park unit in which you want to operate allows your proposed activity, please call the park(s) directly before completing Item #3 of the application.** You may write in additional proposed activities, but explain the activity in detail. You should give the specific activity, frequency and identify the park unit and location(s) within that unit and any other information which would help to understand your proposal.

NOTE: Activities in Denali are limited to portions of those lands added to Denali National Park & Preserve on December 2, 1980, by the Alaska National Interest Lands Conservation Act.

NOTE: No seasonal or permanent camps are authorized by an Incidental Business Permit. All equipment used must be brought in with the client and taken out with the same client.

3) List the park(s) in which you want to operate and activities you propose to provide (Use code sheet on Page II to complete chart below.)

PARK CODE	ACTIVITY CODE	<u>AREA(S) OF USE</u> (Please write a brief description of where in the park you will work <u>AND</u> delineate on the attached USGS topographic map where you will work--see Note below).

***Note:** USGS topographic map delineation must be completed for Katmai National Park & Preserve, Aniakchak National Monument & Preserve, Alagnak Wild River and Lake Clark National Park & Preserve if you are proposing use of these areas (this is mandatory)

4) How many clients in each party, including guide(s) _____?

5). What is the approximate date you want to start working in the park unit? _____

6). Will your business be operating aircraft (Answer "NO" if you will use a charter service) within the National Parks, Preserves, and Monuments? _____. If yes, will your business be operating aircraft under:

(check one) ____ FAA Regulations Part 91 (Incidental Air) -OR- ____ FAA Regulations Part 135 (Air Taxi)

*******YOU MUST PROVIDE A COPY OF YOUR FAA CERTIFICATION.*******

Please list all (or attach a list that provides the same information) aircraft that will be used in your business in the park.

AIRCRAFT

TAIL NUMBER	MAKE/MODEL	WHEEL	FLOAT	SKIS	COLOR

- 7) You are required to carry liability insurance to provide protection for visitors you serve within National Park Service areas. **The insurance policy must contain a waiver of subrogation clause specifying that the insurance company shall have no right of subrogation against the United States. If this is not possible, the U.S. Government, National Park Service must be named on the policy as an additional insured.**

(Please attach a copy of your insurance certificate--this requirement will help speed the processing of your application.).

Applicants must obtain liability coverage BEFORE an Incidental Business Permit can be issued. Refer to the **Insurance Information Sheet** for required minimum coverage amounts.

- 8) Will you be using any type of **WATERCRAFT** and/or **VEHICLES** within park boundaries in your operation?

☐ NO. ☐ **YES** (If YES, please provide information below:).

TYPE WATERCRAFT	MAX # PASSENGERS	REGISTRATION NUMER	SIZE	COLOR(S)

TYPE VEHICLE(S)	MAX # PASSENGERS	VEHICLE # (VIN#)

- 9) Within the past 5 years, has the company (entity), or any of the owners of the business been convicted of or forfeited collateral for any violations of state, federal, or local law or regulation? _____ .
- 10) Is the company (entity), or any of the owners of the business now under charges for any violation of state, federal, or local law or regulation? _____.
- 11) Within the past 5 years, have any of your current or proposed employees been convicted of or forfeited collateral for any state, federal, or local law or regulation; OR are they now under charges for any violation of state, federal or local law or regulation? _____.
- (IF "YES", YOU MAY BE REQUIRED TO EXCLUDE THOSE EMPLOYEES FROM WORKING IN ANY CAPACITY RELEVANT TO THOSE ACTIVITIES AUTHORIZED BY AN INCIDENTAL BUSINESS PERMIT.)

IF YOU ANSWERED "YES" TO QUESTIONS # 9 OR 10 OR 11, PLEASE GIVE DETAILS IN THE SPACE BELOW. FOR EACH VIOLATION, WRITE THE: 1) Individual's Name, 2)Date, 3) Charge, 4) Place, 5) Court 6) Action Taken.

ITEM #	INDIVIDUAL'S NAME	DATE	CHARGE	PLACE	COURT	ACTION

12) False, fictitious or fraudulent statements of representations made in this application may be grounds for revocation of the Incidental Business Permit and may be punishable by fine or imprisonment (U.S. Code, Title 18, Section 1001). All Information you provide will be considered in reviewing this application.

SIGNATURE OF OWNER or AGENT PRINTED NAME DATE
(If signing as an Agent for the Company or for its Owner, please attach proof of your authorization to sign)

PLEASE SEND PAYMENT ALONG WITH YOUR APPLICATION

MAKE THE REMITTANCE PAYABLE TO: Dept of Interior, National Park Service

-THIS OFFICE DOES NOT HAVE AN ESTABLISHED SYSTEM TO ACCEPT CREDIT CARDS FOR PAYMENT-

FOR OFFICE USE ONLY					APPROVALS			
CHECK #	CHECK AMT	OVERPAYMENT	ADDIT'L AMT NEEDED	FEE NOT ENCL'D:	ANIA	BELA	CAKR	DENA
					GAAR	GLBA	KATM	KEFJ
					KLGO	KOVA	LACL	NOAT
WERE THESE DOCUMENTS ENCLOSED WITH APPLICATION?					SITK	WRST	YUCH	
AIRCRAFT INS: YES NO GEN LIAB INS: YES NO								

